

COMPETITION REGULATIONS BIKE TO UNIVERSITY

§1 PURPOSE AND GENERAL PRINCIPLES

1. The private sports competition "Bike to University" (hereinafter referred to as "the competition") is conducted via the website <https://rowery.ug.edu.pl/>. The aim of the initiative is to promote the UN Sustainable Development Goals (particularly Goal 3: Good Health and Well-being, Goal 11: Sustainable Cities and Communities, and Goal 13: Climate Action) among students, doctoral candidates, and employees of the University of Gdansk. The competition encourages the use of sustainable transport, such as bicycles, scooters, and personal transport devices (PTDs), for daily commutes to the University, while also raising awareness of the environmental impact of transport.
2. The competition is organised by the University of Gdansk, hereinafter referred to as the "Organiser."
3. The competition will commence on 13 April 2026 and conclude on 30 September 2026.
4. The Organiser reserves the exclusive right to make decisions on any matters not covered by these Regulations, and to interpret their provisions.

§2 PARTICIPATION IN THE COMPETITION

1. The competition is open exclusively to individuals who are students, doctoral candidates, or employees of the Organiser, hereinafter referred to as "Participants."
2. Participation in the competition is voluntary and free of charge.
3. Participants may enter the competition by registering on the competition website specified by the Organiser and creating a profile, from 1 April 2026 until the competition ends.
4. To participate, the Participant must:
 - 1) Register via the form available at <https://rowery.ug.edu.pl/>.
 - 2) Read and accept these Regulations.
 - 3) Consent to the processing of personal data.
 - 4) Comply with the competition Regulations and follow any guidance provided by the Organiser.
5. When creating a profile, the Participant must provide the following details:
 - 1) Place of residence (town/district).
 - 2) Chosen mode of transport: bicycle, electric bicycle, scooter, electric scooter, or PTD (personal transport device).
 - 3) The distance in kilometres between their place of residence and the University, covered using the chosen mode of transport (as indicated in point 2). If multiple modes of transport are used, the Participant must not include distances covered by public transport or private car. In the event of a change of residence, the profile must be updated accordingly.
 - 4) A pseudonym.
6. The Organiser reserves the right to remove any pseudonym, referred to in §2 section 5 point 4, deemed offensive or containing vulgar language and may replace it with the Participant's name.
7. Each Participant may create only one profile, which will serve as their official entry into the competition.
8. Participants from previous editions of the "Bike to University" competition are not required to create a new profile or register again as specified in §2 sections 3–5.

§3 TEAM REGISTRATION

1. Participants who have entered the competition individually may form a team of four.
2. Teams formed during the previous edition of the campaign are not active in the current edition. Teams formed during the previous edition of the campaign are not active in the current edition. To take part in the team competition, participants must form a new team. A team consists of 4 students/doctoral candidates, or 4 University of Gdańsk employees.
3. To form a team, the following steps must be taken:

- 1) A team leader must be designated, who will be responsible for registering the team on the competition website and selecting the other three Participants.
- 2) The team must be given a unique name.
4. The team leader must give their approval for a new member to join the team via website: <https://www.rowery.ug.edu.pl/>.
5. A team's score is the sum of all journeys recorded by its members during the competition.
6. Team members compete simultaneously in both individual and team categories.
7. Teams must be formed between 1 April 2026 and 30 April 2026.
8. The Organiser reserves the right to amend any team name, as referred to in section 3 point 2, if it is deemed offensive or contains inappropriate language.
9. The composition of a team may not be changed once the competition has begun.
10. A Participant may only be a member of one team.

§4 DATA ENTRY

1. A Participant who commutes to or from the University by bicycle, scooter, or PTD must record their journey on the competition website.
2. Only the following types of journeys qualify for the competition:
 - 1) Journeys made by bicycle (including electric bicycles), scooter (including electric scooters), or PTD.
 - 2) Journeys from the place of residence to the University and from the University back home, or journeys that form part of this route.
3. For the purposes of the competition, a Participant's place of work (regardless of their specific employment location or duties) is considered to be a unit of the University of Gdansk; a Participant's place of study is considered to be one of the faculties located within the following contractually defined campuses:
 - 1) Main Campus (Gdansk-Przymorze)
 - 2) Gdansk Campus
 - 3) Gdynia Campus
 - 4) Sopot Campus
 - 5) Hel Campus
 - 6) Sobieszewo Island Campus
4. A Participant's place of residence is defined as the town or district they provided in their profile, as referred to in §2 section 5 point 1 of the Regulations.
5. A Participant may log a maximum of two journeys per day, with a total of no more than ten journeys per week. A week is defined as seven consecutive calendar days, from Monday to Sunday.
6. When registering a journey, the Participant must provide only the date of travel by bike, scooter or PTD. The default distance recorded for each journey will be the distance declared in the registration form as the commute from the place of residence to the University.
7. Travel data must be entered no later than two days after the journey took place.
8. Leisure travel must not be recorded on the competition website.
9. The competition website will display:
 - 1) A ranking of the top ten Participants in the following categories: employees and students/doctoral candidates, based on the highest number of journeys.
 - 2) A team ranking, featuring the top ten teams based on the total number of journeys recorded by all team members, divided into the categories: employees and students/doctoral candidates.

§5 INDIVIDUAL PRIZES

1. Each Participant who takes part in the competition is eligible to receive prizes based on the number of journeys made to and from the University during the competition:
 - 1) For a total of 70 journeys – an Organiser's gadget/s worth up to PLN 20 (gross).
 - 2) For a total of 120 journeys – an Organiser's gadget/s worth up to PLN 45 (gross).
2. The prizes listed in §5 section 1 will be awarded based on the following principle:

- The prize specified in point 1 will be awarded to the first 150 Participants to complete a total of 70 journeys.
 - The prize specified in point 2 will be awarded to the first 70 Participants to complete a total of 120 journeys.
3. The main prizes will be awarded at the competition Final to Participants in the following categories: employees and students/doctoral candidates who complete the highest number of journeys to and from the University during the competition:
 - 1) 1st place – a shopping voucher worth PLN 500.
 - 2) 2nd place – a shopping voucher worth PLN 300.
 - 3) 3rd place – a shopping voucher worth PLN 200.
 4. Each member of the teams that place first and second in the team ranking (in the categories of employees and students/doctoral candidates, based on the highest number of journeys) will receive a gift set worth up to PLN 100 (gross), consisting of Organiser's gadgets. These prizes will be awarded at the competition Final.
 5. The competition Final will take place after the competition ends, at a time and location specified by the Organiser.
 6. Winners will be notified by email within a maximum of five business days after the competition ends.
 7. Competition winners may not transfer their prizes to third parties.
 8. The Organiser reserves the right to provide additional prizes from sponsors, which may include:
 - 1) Sponsor-branded gadgets.
 - 2) Other prizes determined by the sponsor and the Organiser.
 9. The prizes specified in §5 section 3 will be considered taxable income and are subject to taxation in accordance with the applicable Regulations in force at the time the prize is awarded.
 10. The prizes specified in §5 section 1, as well as any prizes not collected by Participants at the competition Final (as referred to in §5 section 3 and §5 section 4), will be available for collection from the Organiser until 31 December 2026 at the following address: Communication and Promotion Centre, University of Gdansk Rectorate (Room 002). Prof. Marii Janion 7, 80-309 Gdansk.

§6 DATA PROTECTION

In accordance with the General Data Protection Regulation (GDPR) of 27 April 2016, please be informed that:

1. The administrator of Participants' personal data is the University of Gdansk, with its registered seat at Prof. Marii Janion 7, 80-309 Gdansk.
2. The Administrator has appointed a Data Protection Officer, who can be contacted by phone: (+48)(58) 523 31 30 or email: iod@ug.edu.pl. The Data Protection Officer can be contacted regarding all matters related to the processing of personal data and the exercise of rights associated with such processing.
3. The University of Gdansk will process the following personal data of Participants: name and surname, email address, place of residence
4. Participants' personal data will be processed solely for the purpose of participating in the "Bike to University" competition.
5. The legal basis for processing Participants' personal data is Article 6 section 1(a) of the GDPR – *processing based on consent*.
6. Providing personal data is voluntary but necessary to participate in the competition.
7. Personal data will be processed by authorised employees on behalf of the data controller, strictly for the purposes outlined in section 4.
8. Personal data will be stored for the duration of the competition.
9. Personal data will not be shared with external entities, except in cases required by law.
10. In accordance with GDPR Regulations, Participants have the following rights:
 - 1) The right to withdraw consent at any time, without affecting the lawfulness of processing carried out prior to withdrawal.
 - 2) The right to access their data.

- 3) The right to rectify data if it is inaccurate or incomplete.
 - 4) The right to request deletion, restriction of processing, or data portability – in cases permitted by law.
 - 5) The right to lodge a complaint with the President of the Personal Data Protection Office if the Participant believes their personal data is being processed in violation of data protection laws.
11. The Consent Clause forms an integral part of these Competition Regulations and is attached as Annex 1.

§7 FINAL PROVISIONS

1. The Organiser will verify travel data, and if a Participant's records do not comply with these Regulations, the Organiser reserves the right to disqualify them from the competition.
2. If a Participant is disqualified from the competition, they will be notified electronically. They have the right to appeal this decision in accordance with §7 section 3.
3. Appeals related to the competition must be submitted via email to rowery@ug.edu.pl, including a description of the situation and a detailed justification, within 7 days of the occurrence of the reason for appeal. The Organiser's decision on the appeal is final. A participant has the right to appeal the Organiser's decision to the Rector within 7 days of receiving it.
4. Appeals will be reviewed by the Organiser within 10 days of receipt.
5. Subject to the following paragraphs, the Organiser may amend these Regulations only for valid reasons, which are:
 - 1) Changes in legal provisions directly affecting the content of the Regulations.
 - 2) New obligations imposed on the Organiser by public authorities that directly impact the Regulations.
 - 3) Changes to the Organiser's details.
 - 4) Prevention of abuse, including circumvention of the Regulations to gain unfair advantage.
 - 5) Improving the competition's operation and service for Participants.
 - 6) Enhancing Participants' privacy protection.
6. Any amendment to the Regulations may not limit or diminish the rights previously acquired by Participants in connection with their participation in the Competition.
7. Participants will be notified of any amendments to the Regulations via email. Updates will also be posted on the competition website.
8. Any questions related to the competition may be submitted via email to rowery@ug.edu.pl.
9. The full competition regulations are available on the Organiser's website: <https://rowery.ug.edu.pl>.

Annex 1 to the Competition Regulations

CONSENT CLAUSE

"I consent to the processing of my personal data, including my name, surname, email address, and place of residence, by the University of Gdansk, with its registered seat at Prof. Marii Janion 7, 80-309 Gdansk, for the purpose of participating in the 'Bike to University' competition. I confirm that I have been informed of my right to withdraw consent at any time and understand that withdrawal will not affect the lawfulness of processing carried out prior to withdrawal."